

Indiana Commission for Higher Education
Indiana Board for Proprietary Education

Out-of-State Institutions and
In-State Proprietary Institutions Offering Instruction in Indiana
with a Physical Presence in the State

DEGREE APPLICATION
(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution	<u>Kaplan University</u>		
Name of Program	<u>Bachelor of Science in Early Childhood Administration (13.0401)</u>		
Level of Degree (AAS, AS, AA, BAS, BA, BS , MBA, MAS, MA, MS, Ph.D.)	<u>BS</u>		
Name of Person Preparing this Form	<u>Kelly Karki</u>		
Telephone Number	<u>312-385-1416</u>	<u>Application Type</u>	
Date the Form was Prepared (Revise date after any revision)	<u>October 7, 2015(Revised 11/23/2015)</u>	Initial X	or Renewal

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Bachelor of Science in Early Childhood Administration builds on the foundations of early childhood development best practices while preparing you to administer early childhood programs focusing on children from birth through age 8. Foundation coursework concentrates on growth and development, applied theory, health and nutrition, lesson planning, business administration, program leadership and advocacy, current issues and trends, ethics and professionalism, and strategies for building family and community relationships in a diverse society in the early childhood field.

The course curriculum blends theory and practice, and provides a general education foundation in ethics, critical thinking, and communication skills to support leadership roles and responsibilities in diverse environments.

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, course number, and number of credit hours or clock hours for each course.

Name of Program:

Bachelor of Science in Early Childhood Administration

Total Course Hours:

180

Check one:

Quarter Hours

X

Semester Hours

Clock Hours

Tuition :

\$66,780.00

Length of Program:

4 years

SPECIALTY COURSES:

Course Hours

	<u>SPECIALTY COURSES</u>	
CE100	Preparing for a Career In Early Childhood Development	5
CE101	Introduction to Early Childhood Education	5
CE114	Early Childhood Development	5
CE215	Early Childhood Curriculum Planning	5
PS124	Introduction to Psychology	5
CE220	Child Safety, Nutrition and Health	5
MT203	Human Resource Management	5
CM206	Interpersonal Communication.	5
AC113	Accounting for Non-accounting Majors	5
CE240	Young Children with Special Needs	5
PS220	Child and Adolescent Psychology	5
CE300	Observation and Assessment in Early Childhood	6
CE371	Early Childhood Administration	6
CM410	Organizational Communication	6
CE370	Funding Development and Financial Planning in Early Childhood Programs	6
CE401	Current Issues and Trends in Early Childhood Administration	6
LI410	Leadership in Practice	6
CE402	Early Childhood Family, Community, and Diversity	6
CE490	Bachelor's Capstone in Early Childhood Administration	6
	Total Specialty Requirements	103
	<u>General Course Requirements</u>	
	Open Electives (See the available elective courses on pp. 515-519 of the Kaplan University catalog.)	44
	Total General Course Requirements	44
	<u>Liberal Arts Requirements</u>	
CM 107	College Composition I	5
CM 220	College Composition II	5

MM150 OR	Survey of Mathematics	5
MM212	College Algebra	5
CS204	Professional Presence	3
SS 211 OR	The 1960's – Reshaping the American Dream	5
SS 236 OR	People, Power and Politics – An Introduction to American Government	5
SS 250	The Technological Revolution – A Social Scientific Approach	5
SC200 OR	Discovering Science – Current Issues in a Changing World	5
SC 235 OR	General Biology I – Human Perspectives	5
SC 246 OR	Fundamentals of Microbiology	5
SC 250	Science for Everyday Life	5
HU200 OR	Critical Evaluation in the Humanities	5
HU 245 OR	Ethics	5
HU 250	Humanities and Culture	5
	Total Liberal Arts Requirements	33
	TOTAL:	180

Number of Credit/Clock Hrs. in Specialty Courses: 103 / 180 Percentage: 57%

Number of Credit/Clock Hrs. in General Courses: 44 / 180 Percentage: 24%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts: 33 / 180 Percentage: 19%

III. LIBRARY: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

Links to the Library are available from within the Kaplan University Campus student portal, or students and faculty may go directly to Kaplan University's website. At the beginning of 2013, Kaplan invested in improving the library's user experience by adding EBSCO Discovery Service, bringing the Library a modern web-scale search engine that allows users to search the library's materials through a single point. Students and faculty may access library resources from anywhere 24 hours per day, 7 days per week.

The Online Library staff is available to answer reference questions by e-mail, instant message, and telephone. The library guarantees response times to student emails within one business day, and chat services are available at set times posted on the library website, Monday - Friday. Reference services are well used, with thousands of questions coming to Library staff annually.

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Kaplan University's online library holdings offer a range and quantity of materials sufficient to support student learning. Students can search and open the full text of thousands of articles from over 18,000 subscribed serial publications that cover a wide variety of subjects relevant to our degree programs. Students can also search and read the full text of over 148,000 e-book titles, and hundreds more open access journals and e-books published on the web.

2. Number of volumes of professional material:

See Above

3. Number of professional periodicals subscribed to:

See Above

4. Other library facilities in close geographical proximity for student access:

Not Applicable

**IV. FACULTY: Attach completed Instructor's Qualification Record for each instructor.
** Include all required documentation pertaining to the qualifications of each instructor.**

Total # of Faculty in the Program:	79	Full-time:	5	Part-time:	74
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Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
					Full- time	Part- time
Alvarez, Danielle	MA		3.2	0		X
Ball, Mary	MA		7.3	0		X
Bass, Christina	MEd		6.4	0		X
Battista, Ludmila	MA		12.7	0	X	
Baughman, Patricia	MA		6.9	0		X
Becker, Lori	MS		9.5	0	X	
Berry, Katherine	MS		6.3	0		X

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Brantley, Janet	MEd		6.4	0		X
Britton, Karen	MEd		1.9	0		X
Bugda, Gena	MS		6.5	0		X
Bullock, Kara	MA		7.6	0		X
Burge-Blackshear, La Toya	MA		6.4	0		X
Busta, Holly	MA		1.9	0		X
Carreno, Susan	MEd		2.7	0		X
Cayuela, Tammy	MA		7.6	0		X
Clark, Breanne	MS		2.2	0		X
Cline, Kenneth	EdS		7.3	2		X
Cooper, Himilse	MS		7.5	0		X
Cordett, Sarah	MA		5.6	0		X
Crawford, Marsha	MEd		7.5	0		X
Cunningham, Kimberly	MA		1.9	0		X
Dahn, Constance	MS		3.1	0		X
Doocy, Ruth	MA		2.4	0		X
Dowden, Kelly	MA		3.2	0		X
Erdakos, Susan	MA		9.3	0		X
Estes (Estes-Del Re), Darlene	PhD		3.2	11.6	X	
Figueroa, Rhonda	MS		2.7	0		X
Fontana, Terresa	MS		3.2	0		X
Gellens, Suzanne	MSED		0.3	0		X
Goldstein, Ronit	MEd		1.9	0		X
Govea, Kimberly	MA		5.6	0		X
Hall, Kristin	MS		2.2	0		X
Hayden, Virginia	EdS		5.6	0		X
Hurless, Bonnie	PhD		6.9	0		X
Hurley, Jill	MEd		2.8	0		X

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Jenkins, Cynthia	EdS		2.3	0		X
Keith, Sandra	MA		5.1	0		X
Kennedy, Sara	MA		8.2	0		X
Kimbrell, Misty	MA		8.2	0		X
Laman, Carol	MS		2.2	0		X
Mahoney, Opal	EdD		3.2	0		X
Mann, Kerri	EdS		7.5	0		X
Manock, Micheal	EdS		11.3	0		X
Marton, Staci	MEd		6.4	0		X
Mastorocco, Sarah	MEd		4.9	0		X
Matlock, Jeryl	PhD		6.9	0		X
McCorvey, Keri	MS		5.2	0		X
McGuire, Nicole	MS		6.2	0		X
McKeon, Carolyn	PhD		8.3	3.9		X
Miller, Melissa	EdD		5.6	0		X
Moretti, Nancy	MS		8.3	6.6		X
Morrison, Lynn	MS		6.1	0		X
Person, Wanda	EdD		7.8	0		X
Prentice, Catherine	MA		7.9	0		X
Richard-Jones, Anjanette	MS		7.5	0		X
Rico-Lawhorn, Rechilda	MA		6.4	0		X
Rodriguez, Jay	MS		0.4	0		X
Rodriguez, Jessica	MS		8.8	0		X
Romanowski, Tara	MS		5.2	0		X
Ruble, Verlinda	MA		8.2	0	X	
Rudas, Michelle	MS		5	0		X
Schwartz, Joseph	MEd		9.5	0		X
Schwartz, Lauren	MEd		7.9	0		X
Shimony, Eileen	MA		8	0		X

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Shumrak, Danielle	MEd		6.4	0		X
Stember, Stacey	MEd		8.1	0		X
Syrengeles, Sophia	MA		5	0		X
Taddei, Laura	EdD		3.1	0		X
Terrill, Christine	MA		7	0		X
Torres, Julie	MEd		7.5	0		X

*Indiana Commission for Higher Education
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**Supplementary Information on
Licensure, Certification, and Accreditation**

Institution: Kaplan University

Degree Program: Bachelor of Science in Early Childhood Administration

Locations: Indianapolis

State Licensure

Does a graduate of this program need to be licensed by the State to practice their profession in Indiana and if so, will this program prepare them for licensure? No. The BS in Early Childhood Administration meets the requirements outlined by the State of Indiana Rule 4.7 Section 21.

If so, please identify

The specific license(s) needed:

The State agency issuing the license(s):

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Professional Certification

What are the professional certifications that exist for graduates of similar program(s)? There is not a formal directors/administrators certification or credential; however, the BS in ECA prepares students to complete the National Child Development Associate Credential, which is recognized in all states and by the National Association for the Education of Young Children.

Will a graduate of this program be prepared to obtain national professional certification(s) in order to find employment, or to have substantially better prospects for employment, in a related job in Indiana? N/A

If so, please identify

Each specific professional certification:

The national organization issuing each certification:

Please explain the rationale for choosing each professional certification:

Please identify the single course or a sequence of courses that lead to each professional certification?

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Professional Industry Standards/Best Practices

Does the program curriculum incorporate professional industry standard(s) and/or best practice(s)? Yes

If so, please identify

The specific professional industry standard(s) and/or best practice(s):

Ten NAEYC Program Standards: relationships, curriculum, teaching, assessment of child progress, health, teachers, families, community relationship, physical environment, leadership and management.

Retrieved from <http://families.naeyc.org/accredited-article/10-naeyc-program-standards-on-October-21-2015>.

The organization or agency, from which the professional industry standard(s) and/or best practice(s) emanate:

The curriculum adheres to the standards outlined by the National Association for the Education of Young Children (NAEYC).

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Program Accreditation

Does this program need specialized accreditation in order for a graduate to become licensed by the State or to earn a national professional certification, so graduates of this program can work in their profession or have substantially better prospects for employment? No

If so, please identify the specialized accrediting agency:

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Transferability of Associate of Science Degrees

Since CHE/BPE policy reserves the Associate of Science designation for associate degrees whose credits apply toward meeting the requirements of a related baccalaureate degree, please answer the following questions:

Does a graduate of this A.S. degree program have the option to apply all or almost all of the credits to a related baccalaureate degree at your institution? N/A

If so, please list the baccalaureate degree(s):

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Job Titles

List specific job titles and broad job categories that would be appropriate for a graduate of this program:

Education Administrators

Preschool and Childcare Center/Program

Education Administrators

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